

FACT SHEET

DPW
RANDY DOYLE (7-1099)
2 December 2002

AFZF-PW-ENV(200)

SUBJECT: Motor Pool Clearance Standards for Environmental Compliance during Deployments

PURPOSE: To provide guidance to activities during deployments.

FACTS:

1. The DPW Environmental Division operates the DPW Classification Unit. The DPW Classification Unit is located at the corner of 37th Street and North Avenue and can be reached at 288-7627. In order to ease customer burden and reduce costs; a published LOI instructs users to turn in all hazardous waste and used products to the DPW Classification Unit where it is prepared for disposal or recycling. The LOI can be found at the following link: [LOI-DPW CU Turn-In Procedures](#)
2. Serviceable items, i.e. Class III (P), hazardous materials, and unused products, shall be turned in using existing supply procedures. The DPW Classification Unit does not accept serviceable items. Contact your chain of command for turn-in procedures.
3. The DPW Classification Unit, 288-7627, maintains containers and packaging supplies to properly dispose or reuse materials from activities located on Fort Hood. For contingency, extra supplies have been ordered.
4. The DPW Environmental Division, 287-6499, has established contact teams to assist activities during deployments. These teams will be on site assisting the deploying activity clear areas of environmental concern. The teams will be available to deploying activities as required. The purpose of these teams is as follows:
 - a. To assist activities with classification and turn-in of used products and materials.
 - b. To assist with transportation, if required, to the DPW Classification Unit
 - c. To ensure used products and materials are properly disposed of, i.e. serviceable materials through existing supply channels, used products to the DPW Classification Unit.
 - d. To ensure activity areas are completely cleared of any remaining used products or materials during deployments.
5. The following Good Management Practices (GMP) should be employed while clearing an activity.
 - a. Always encourage recycling. Place items for disposal in the appropriate recycle containers. The Fort Hood Solid Waste contractor will increase routes to activities affected by deployments. For special pick-ups, contact DPW Services Division at 287-9607.
 - b. Prevent new pollution to motor parks by employing drip pans and laying out absorbent pads where fluids are expected to leak during maintenance.
 - c. Respond to spills immediately, and follow Fort Hood Poster 420-3 instructions for reporting of spills. The poster can be found at the following link: [FH 420-003](#)

AFZF-PW-ENV(200)

SUBJECT: Motor Pool Clearance Standards for Environmental Compliance during Deployments

6. The following shall be accomplished during deployments:
 - a. Used Product Reclamation Point (UPRP).
 - i. All containers will be turned-in to the DPW Classification Unit. Deploying units will have priority for turn-in.
 - ii. The UPRP will be cleaned and secured with existing door lock.
 - iii. Any empty containers around the UPRP will be turned in to the DPW Classification Unit.
 - iv. DPW Environmental will empty all fluid pods or drums. For a special pick-up, call the DPW Classification Unit at 288-7627.
 - b. Motor Pool Bays or Maintenance Bay areas.
 - i. Any daily use pallets, spill pallets, or other secondary containment devices will be emptied and placed in storage. Do not leave these pallets exposed to the weather while deployed. If assistance is required for emptying water or other fluids from the pallets, contact the DPW Classification Unit at 288-7627.
 - ii. Do not take contractor owned solvent tanks on the deployment. These tanks belong to the contractor and are not to be removed from Fort Hood. Unplug the machines and close the lid.
 - iii. Clean areas and leave in a high state of police.
 - c. Wash-rack and Motor Park standards.
 - i. Contaminated soil shall be turned in at the DPW Bioremediation Site. The site is located at the corner of 37th Street and North Avenue and can be contacted at 286-5993. Deploying activities will have priority.
 - ii. Clean soil will be turned in at the DPW Bioremediation Site.
 - iii. Wash-racks will be cleaned and all trash removed. If excess oil or soil exists in the chamber, call in a work-order at 287-2113. DPW will empty the chambers for the unit as required.
 - iv. Clean any fresh stains on pavements as capabilities allow. DPW can provide assistance as required.
7. Although not all inclusive, the intent of this fact sheet is to provide guidance for deploying units. DPW Environmental Division will provide assistance as required to ensure a smooth deployment for activities. It is the deploying activities responsibility to clear motor pools and facilities as capabilities allow and to prevent illegal dumping or disposal.
8. POC is Steve Burrow at 287-6499

AUTHENTICATION: COL R. J. Butler

DATE: 2 December 2002